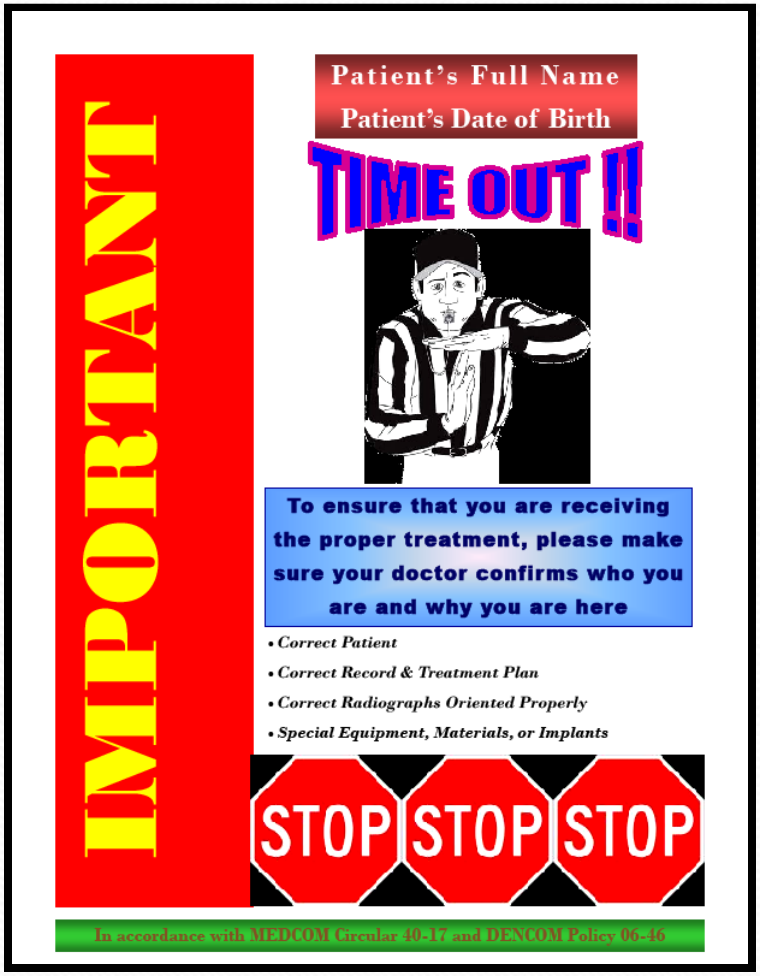
DENTAL
PATIENT SAFETY PRINCIPLES

TIME–OUT!!!

Adapted from
Universal Protocol: Procedure Verification Policy

MEDCOM Reg 40-54 (23FEB09)

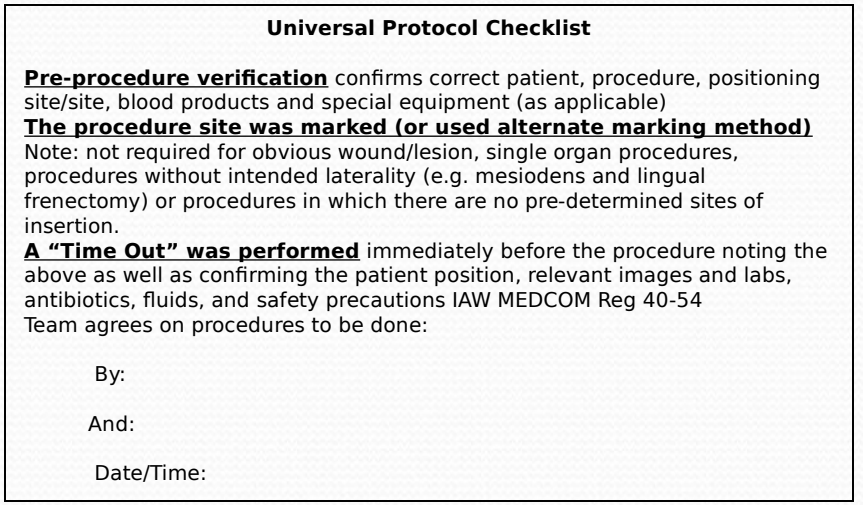
Previous Time-Out Policy
Surgical/Procedural Site Verification (MEDCOM Circular 40-17)


IMPORTANT
Patient's Full Name
Patient's Date of Birth
TIME OUT !!
To ensure that you are receiving the proper treatment, please make sure your doctor confirms who you are and why you are here
• Correct Patient
• Correct Record & Treatment Plan
• Correct Radiographs Oriented Properly
• Special Equipment, Materials, or Implants
STOP STOP STOP
In accordance with MEDCOM Circular 40-17 and DENCOM Policy 06-46

Award winning poster
LTC Wargo, FT Campbell

Universal Protocol: Time-Out Policy (Procedure Verification) (MEDCOM Reg 40-54)

- New MEDCOM/DENCOM Universal Protocol Policy (MEDCOM Reg 40-54)
- New documentation in the form of a ***Sticker***
  - Based on MEDCOM Form 741-1 for Non-OR settings
  - Patients (supposedly) at minimal risk for error
- Requires changes from MEDCOM Circ 40-17 and what was listed on Time-Out Poster (referee)



Universal Protocol Checklist

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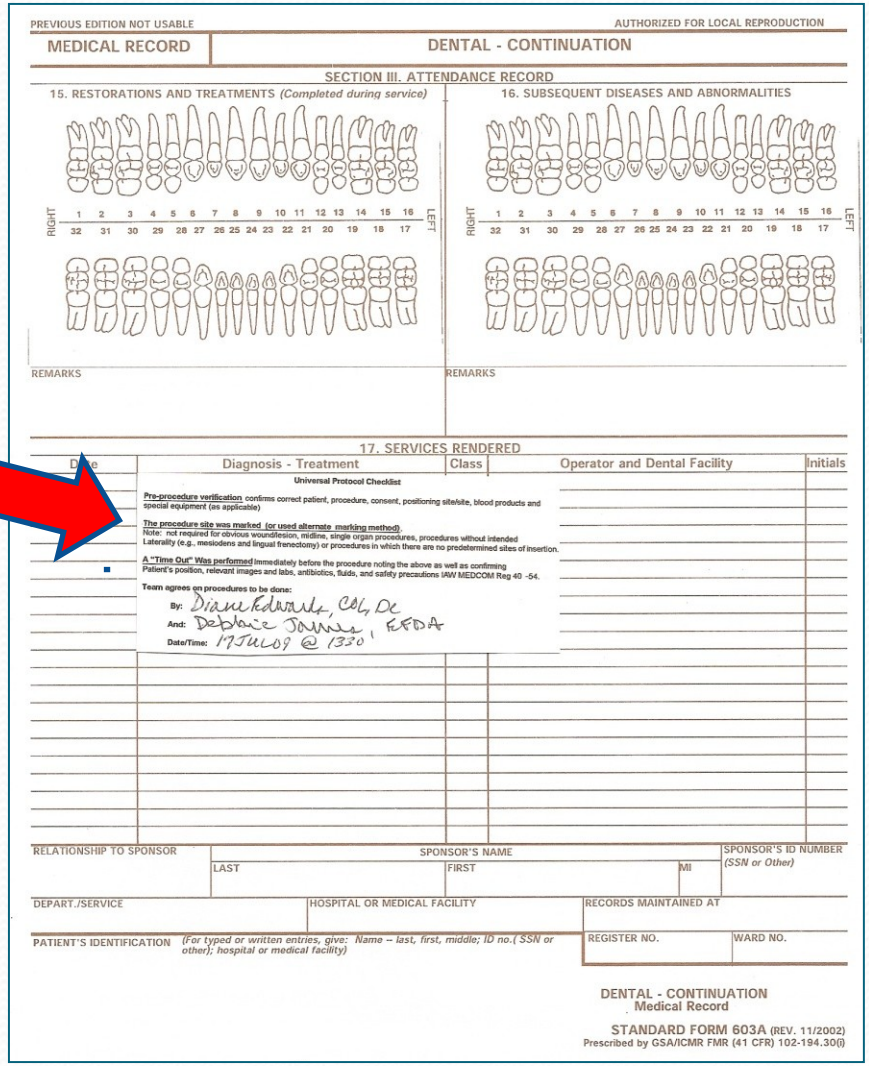
Team agrees on procedures to be done:

By:

And:

Date/Time:

Universal Protocol: Time-Out Policy (Procedure Verification) MEDCOM Reg 40-54



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MEDICAL RECORD — **DENTAL - CONTINUATION**

SECTION III. ATTENDANCE RECORD

15. RESTORATIONS AND TREATMENTS *(Completed during service)*

16. SUBSEQUENT DISEASES AND ABNORMALITIES

RIGHT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 LEFT

RIGHT 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17 LEFT

REMARKS

REMARKS

17. SERVICES RENDERED

Date	Diagnosis - Treatment	Class	Operator and Dental Facility	Initials

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Team agrees on procedures to be done:

By: Diane Edwards, COL, DC

And: Debbie Johnson, EFDA

Date/Time: 17JUL09 @ 1330

RELATIONSHIP TO SPONSOR | SPONSOR'S NAME: LAST | FIRST | MI | SPONSOR'S ID NUMBER *(SSN or Other)*

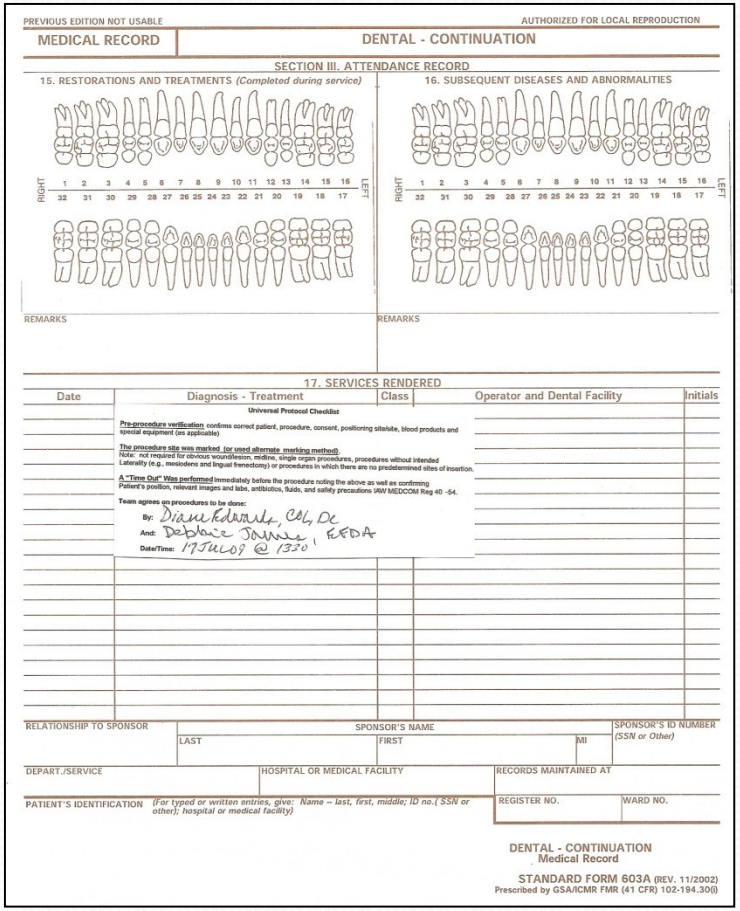
DEPART./SERVICE | HOSPITAL OR MEDICAL FACILITY | RECORDS MAINTAINED AT

PATIENT'S IDENTIFICATION *(For typed or written entries, give: Name -- last, first, middle; ID no.(SSN or other); hospital or medical facility)* | REGISTER NO. | WARD NO.

DENTAL - CONTINUATION
Medical Record

STANDARD FORM 603A (REV. 11/2002)
Prescribed by GSA/ICMR FMR (41 CFR) 102-194.30(i)

Universal Protocol: Time-Out Policy
NOTE CHANGES



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And: Deplanie James, EFDA
Date/Time: 17JUL09 @ 1330

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Prescribed by GSA/ICMR FMR (41 CFR) 102-194.30(i)

1st: Verify Pre-Procedure

2nd: Mark Site OR

Use Alternate Marking

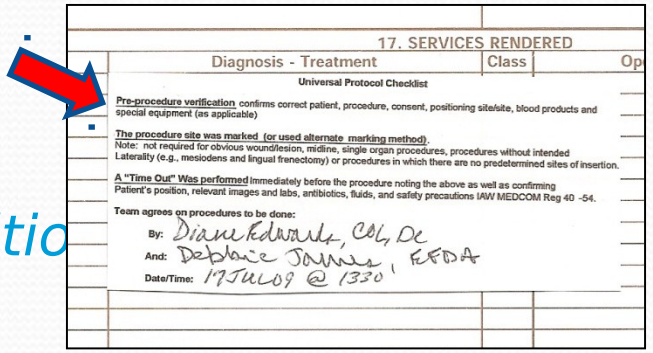
3rd: Complete and document

TIME-OUT immediately

before starting procedure

1st: Pre-Procedure Verification

- Confirm Correct Patient/Correct Record
  - Bare Minimum – 2 Identifiers
    - Patient's full name
    - Patient's date of birth (DOB)
  - Can use other identifiers *in additio*
    - Patient's CAC
    - Patient's SSN
  - Confirm 2 patient identifiers and confirm correct dental record (+ any additional documentation) as soon as patient is seated in your dental chair
  - Confirms you have ***the right patient and right documentation***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Diagnosis - Treatment | Class | Op

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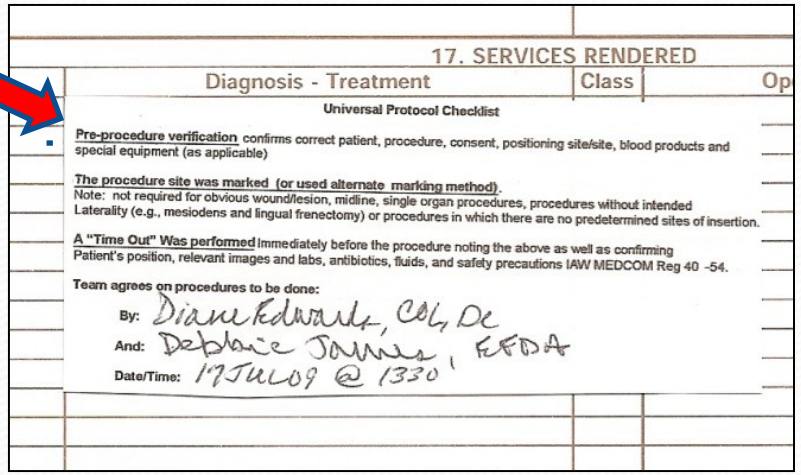
And: Deborice Jones, EFDA

Date/Time: 17JUL09 @ 1330

1st: Pre-Procedure Verification (Cont'd)

- Confirm *Procedure*
  - Ex) MOD amalgam
- Confirm *Positioning*
  - Ex) Upper right sextant
- Confirm *Side/site*
  - Ex) #3 – Max 1st molar
- Confirm *Specific equipment supplies/equipment*
  - Available
  - In treatment area
  - In good working order



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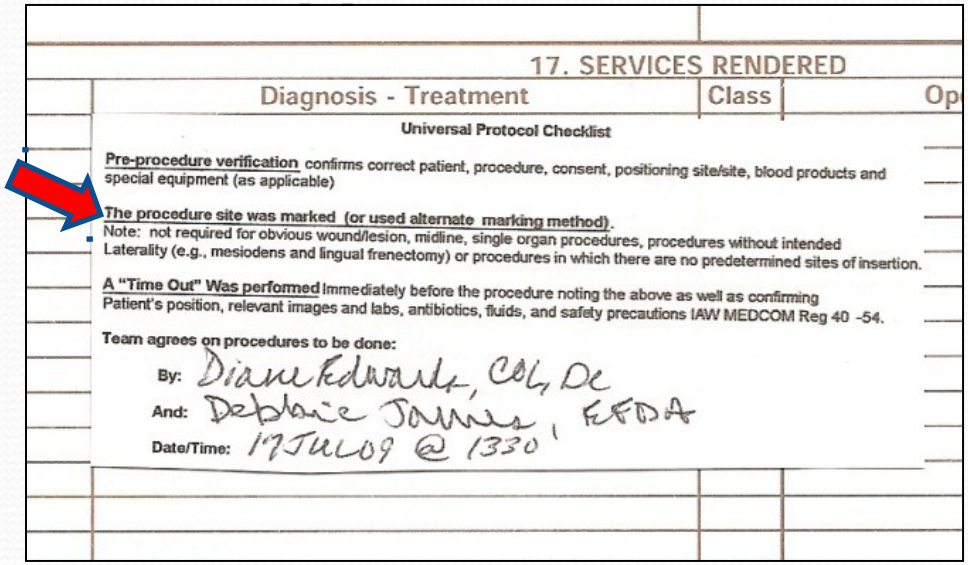
Use Alternate Marking Method

1st: Verify Pre-Procedure

2nd: Mark Site OR Use Alternate



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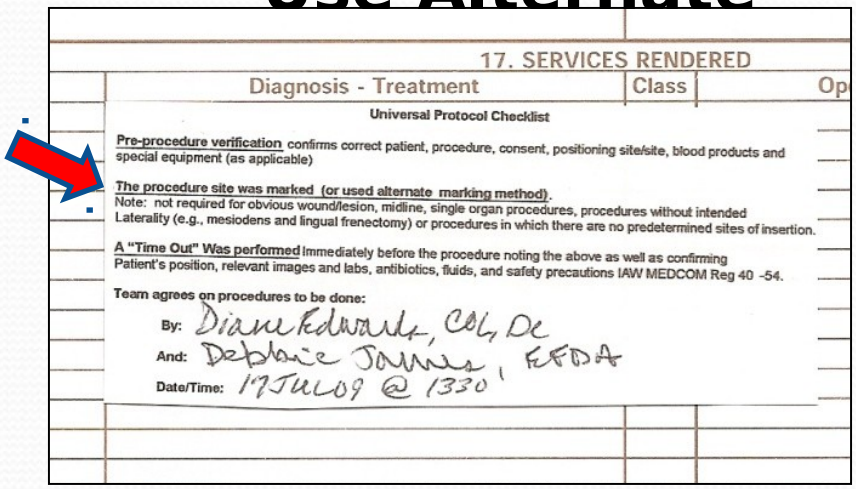
- Site marking OR ALTERNATE marking ***required for ALL*** operative/invasive procedures
  - Exceptions
    - Obvious wound/lesion
    - Single organ procedure
    - Without intended laterality
    - No pre-determined site

Use Alternate Marking Method (Cont'd)

1st: Verify Pre-Procedure

2nd: Mark Site OR Use Alternate



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- Accepted alternate methods for dental procedures
  - Mark on radiograph screen / print-out
  - Mark on dental diagram (603A chart)

AUTHORIZED FOR LOCAL REPRODUCTION

TAL - CONTINUATION

ANCE RECORD

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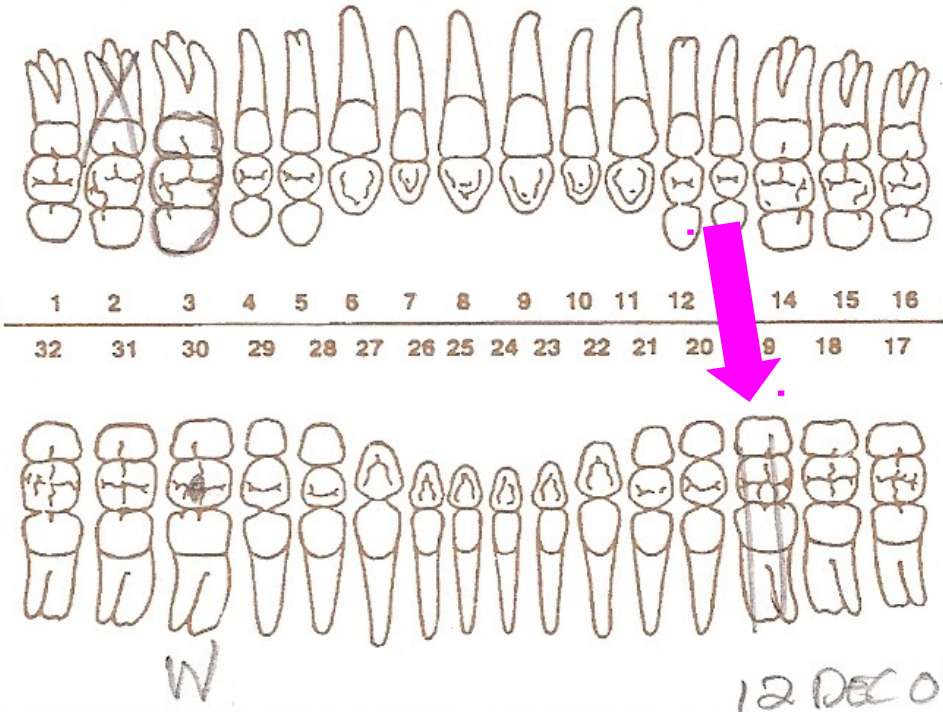


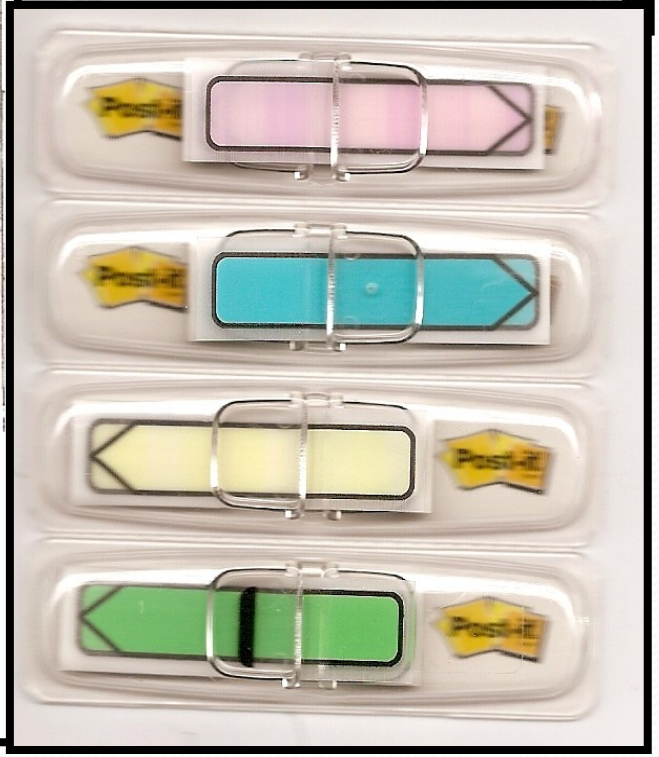
W

12 DEC 08

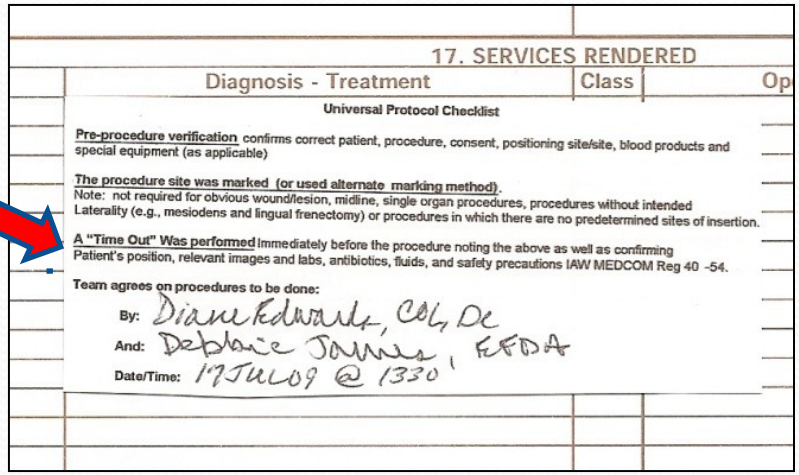
MARKS

perio ext #19
pros - #3;

ENDERED



document TIME-OUT immediately before starting procedure



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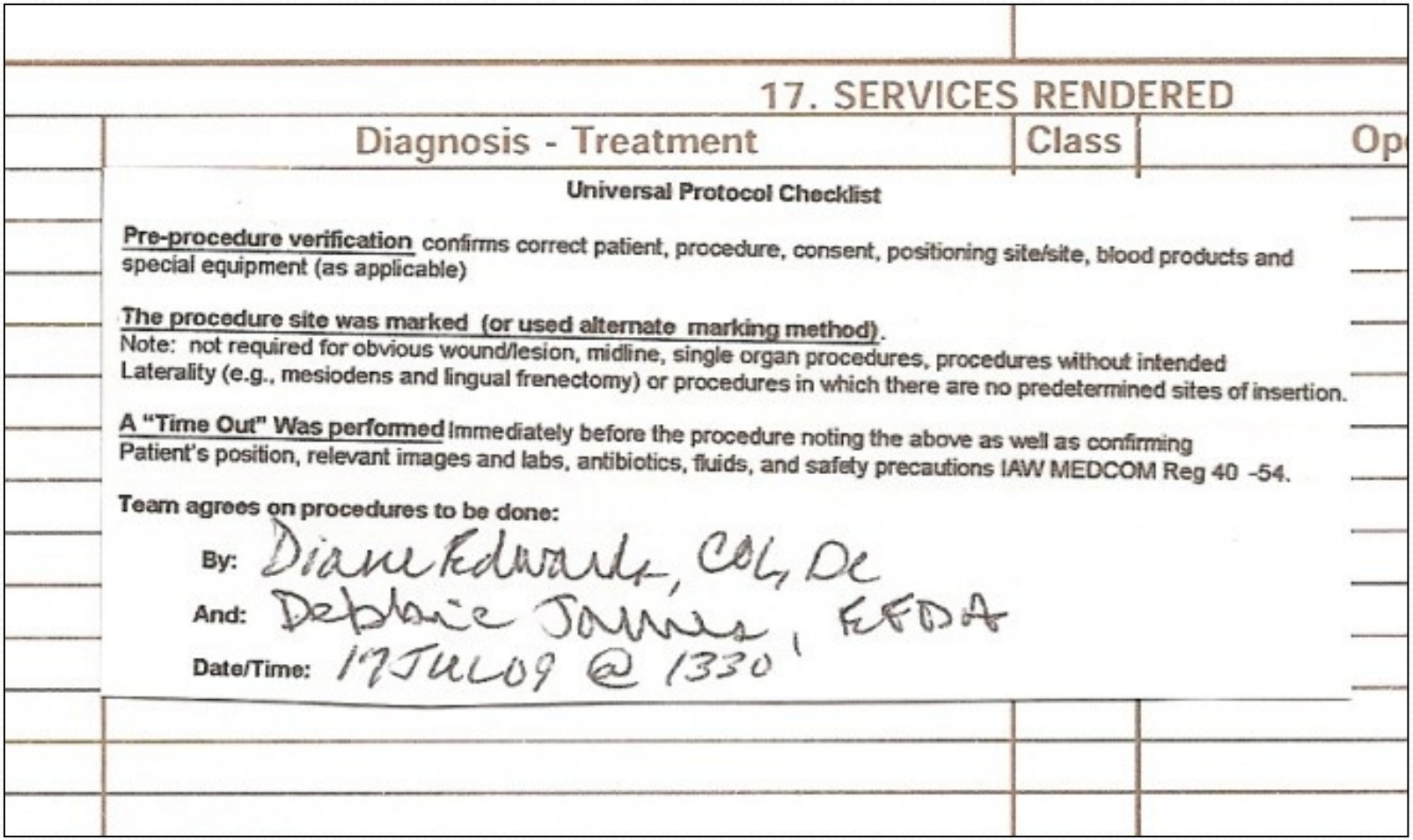
3rd: **Complete and document TIME-OUT immediately before starting procedure**

THE **TIME OUT** STICKER



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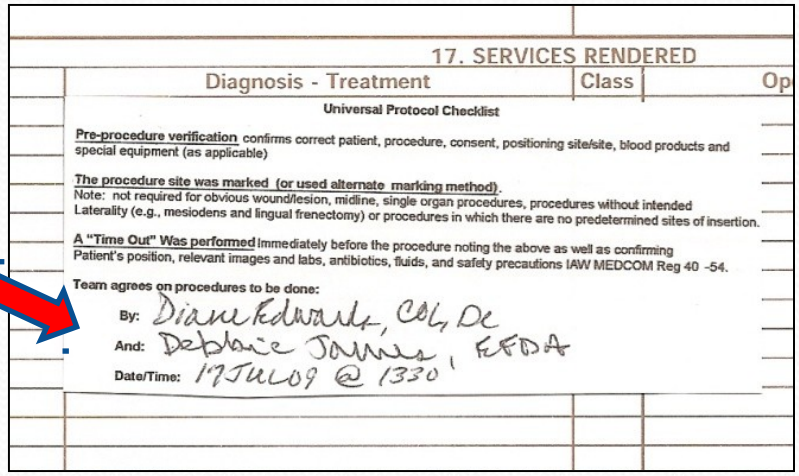

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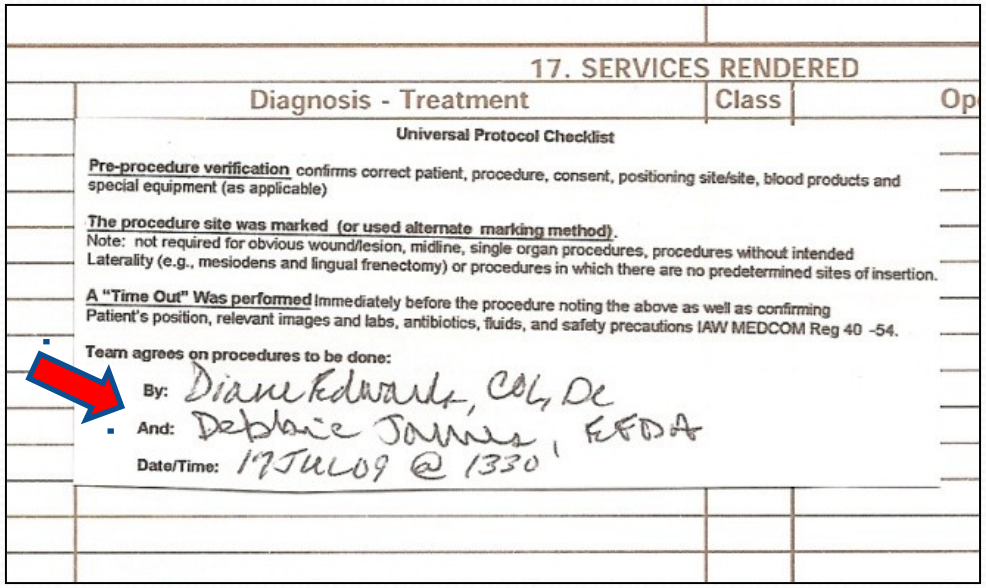
- Confirm everything already verified
  - Operating provider pro-actively leads TIME-OUT
  - Includes all team members
  - Confirms safety precautions IAW MEDCOM Reg 40-54
  - Confirms

document TIME-OUT immediately before starting procedure (Cont'd)



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- Sign sticker
  - **"By"** – Licensed Team member who performed the TIME-OUT
  - **"And"** – At least one member of the Team present who participated in the TIME-OUT
  - **"Date/Time"** - When the TIME-OUT occurred

Who should place the sticker in the record?

1. The Dentist
2. The Wonderful Dental Assistant

The assistant can place the unsigned sticker into the record once the patient arrives

When do you put the sticker in the recor

1. Before the patient arrives
2. After the patient arrives
3. When you do the time out
4. After the procedure

When should you use the TIME-OUT Sticker?

- Any time you are doing an irreversible/invasive procedure
  - Operative
  - Extraction
  - Endodontics
  - Crown and Bridge
  - Perio Surgery
  - Removing more than half the enamel to the dentin
    - PRRs – Yes
    - Sealants & Enameloplasty – No
  - Local Anesthesia and ScRP – including RDHs

How does the TIME-OUT sticker help you legally?

- It shows you verified your patient
- It shows what time you started your procedure
- It shows that you verified the location of treatment
- It shows you had everything you required to do the procedure
- **It shows you and the Team took every precaution you could to ensure patient safety**
- It is the standard of care → Shows you performed the standard of care

Does ProcedureVerification stop after the Time Out Sticker is completed?

1. Yes, of course
2. No, Procedure Verification goes on throughout the procedure

Throughout the procedure the dental assistant should double check the dentist to ensure the Team is:

- Giving local anesthesia in the right location
- Working on the right tooth, doing right procedure
- Not getting distracted during the procedure